



DESIGN REVIEW COMMISSION MEETING MINUTES

7:00 PM - Wednesday, February 01, 2023

Telephone/Video Conference Only

CALL MEETING TO ORDER

At 7:00 p.m. Chair Harding called the meeting to order.

ESTABLISH QUORUM

PRESENT: Chair Harding, Vice-Chair Ma, Commissioners Blockhus and Klein

ABSENT: Commissioner Mantica

STAFF: Senior Planner Gallegos and Associate Planner Jia Liu

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

None.

ITEMS FOR CONSIDERATION/ACTION

CONSENT CALENDAR

1. **Design Review Commission Minutes**

Approve minutes of the regular meeting of November 2, 2022.

Action: Upon a motion by Vice-Chair Ma, seconded by Commissioner Blockhus, the Commission approved the minutes of the regular meeting of November 2, 2022 with revisions for item 3, that the second to the motion was by Commissioner Mantica.

The motion was approved (4-0) by the following vote:

AYES: Harding, Ma, Blockhus, and Klein

NOES: None

2. **Design Review Commission Minutes**

Approve the minutes of the regular meeting of January 4, 2023.

Action: Upon a motion by Commissioner Klein, seconded by Chair Harding, the Commission voted to approve the minutes of the regular meeting of January 4, 2023.

The motion was failed (2-0-2) by the following vote:

AYES: Harding and Klein

NOES: None

ABSTAIN: Ma and Blockhus

Action: Upon a motion by Chair Harding, seconded by Commissioner Blockhus, the Commission continued the minutes of the regular meeting of January 4, 2023.

The motion was approved (4-0) by the following vote:

AYES: Harding, Ma, Blockhus, and Klein

NOES: None

ABSENT: Mantica

DISCUSSION

3. **SC22-0025 – Aaron Hollister – 311 Hawthorne Avenue**

Design Review for a new two-story house. The project includes 2,090 square feet at the first story and 1,760 square feet at the second story. A 577 square-foot attached accessory dwelling unit (ADU) is also proposed, but not subject to design review. This project is categorically exempt from environmental review under Section 15303 of the California Environmental Quality Act. *Project Planner: Liu*

STAFF PRESENTATION

Associate Planner Liu presented the staff report recommending approval of design review application SC22-0025 subject to the listed findings and conditions.

Commissioner Blockhus stated he had an ex parte communication with the owner to the right at 319 Hawthorne Avenue to scale their fence to gain access to the subject property.

APPLICANT PRESENTATION

Applicant Aaron Hollister of Thomas James Homes along with David Pocket, project architect, provided a project presentation.

PUBLIC COMMENT

None.

Chair Harding closed the public comment period.

Commissioner discussion then proceeded.

Action: Upon a motion by Vice-Chair Ma, seconded by Commissioner Blockhus, the Commission approved design review application SC22-0025 subject to the listed findings and conditions.

The motion was approved (4-0) by the following vote:

AYES: Harding, Ma, Blockhus, and Klein

NOES: None

ABSENT: Mantica

4. **SC22-0035 – Jenny Kang – 825 Parma Way**

Design review application for a new two-story house. The project includes 2,587 square feet at the first story and 1,448 square feet addition at the second story. This project should be categorically exempt from further environmental review under Section 15303 of the California Environmental Quality Act. *Project Planner: Gallegos*

STAFF PRESENTATION

Senior Planner Gallegos presented the staff report recommending approval of design review application SC22-0035 subject to the listed findings and conditions and answered questions from Commissioner Blockhus.

APPLICANT PRESENTATION

Applicant Jenny Kang provided a project presentation and answered questions from Commissioner Blockhus, Vice-Chair Ma, and Commissioner Klein.

PUBLIC COMMENT

None.

Chair Harding closed the public comment period.

Commissioner discussion then proceeded.

Action: Upon a motion by Vice-Chair Ma, seconded by Commissioner Blockhus, the Commission continued design review application SC22-0035 with the following direction:

1. The second-floor master bedroom along the front elevation shall be revised to have a maximum plate height of nine feet, six inches;
2. Make the centered gable of the porch more balanced (symmetrical) with the house;
3. The window trim along the front elevation shall be added to the windows along the side and rear elevations to make the windows more consistent;
4. Provide architectural details of the window;
5. Add evergreen screening on left (north) side of the property; and
6. Add a City Street tree along the front yard to reduce the appearance of mass and bulk.

The motion was approved (4-0) by the following vote:

AYES: Harding, Ma, Blockhus, and Klein

NOES: None

COMMISSIONERS' REPORTS AND COMMENTS

None.

POTENTIAL FUTURE AGENDA ITEMS

Senior Planner Gallegos advised the Commission, there will be a full agenda with four items scheduled for the February 15, 2023 meeting.

ADJOURNMENT

Chair Harding adjourned the meeting at 8:22 PM.

Sean Gallegos
Senior Planner